

CHRISTOPHER HALLUM
President of Council

MICHAEL KLINE
Vice President of Council

JOANNE E. MONACO
Clerk of Council

COUNCIL:

NANCY E. FELLOWS

JOE JARMUSZKIEWICZ

DANIEL KNECHT

TANYA TAYLOR DRAPER

DAN ZEGARAC

City of Willoughby Hills

Special Council Meeting

Minutes of August 27, 2020

Policy No. 2: All Council meetings shall be recorded by audio recording device and will be held in perpetuity and shall be part of the official records and minutes. Written minutes of Council shall be shortened whenever possible.

The **Special Council Meeting** was called to order on **Thursday, August 27, 2020 at 7:03 p.m.** remotely, using Zoom and Facebook Live. Council President Hallum presided. (Audio: 0:01-0:11)

Pledge of Allegiance (Audio: 0:12-0:40)

ROLL CALL

(Audio: 0:41-1:45)

Members Present: Council President Chris Hallum, Councilman Joe Jarmuszkiewicz, Council Vice President Mike Kline, Councilman Dan Knecht, Councilwoman Tanya Taylor Draper, *Councilman Dan Zegarac and Councilwoman Nancy Fellows.

***Council President Hallum stated that Councilman Zegarac was present but his speaker was not working.**

Also Present: Mayor Andy Gardner and Finance Director Frank Brichacek, Jr.

DISPOSITION OF THE JOURNAL

COUNCIL CORRESPONDENCE AND MISCELLANEOUS REPORTS

PUBLIC PORTION #1 (Audio: 1:46-2:50)

An opportunity for the public to address Council concerning anything pertaining to tonight's Agenda.

Council President Hallum stated that the only matter on tonight's Agenda is Ordinance 2020-46, Business Economic Relief.

Public Portion opened at 7:05 p.m.

Public Portion closed at 7:05 p.m.

LEGISLATION (Audio: 2:51-23:36)

ORDINANCE 2020-46 -FIRST READING

AN ORDINANCE AUTHORIZING THE DISTRIBUTION OF UP TO ONE HUNDRED THOUSAND DOLLARS (\$100,000) FOR BUSINESS ECONOMIC RELIEF FOR THE CITY OF WILLOUGHBY HILLS SMALL BUSINESSES AS A SUBGRANT TO THE CORONAVIRUS RELIEF FUND (CRF) GRANT RECEIVED BY THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.

Council President Hallum stated he would open the discussion portion prior to a motion to adopt the Ordinance since this is the first they have seen Ordinance 2020-46.

Discussion: **Council President Hallum** stated the Business Economic Relief Fund is for small businesses only, not chain businesses or home businesses, that need help purchasing personal protective needs such as face masks, thermometers, cleaning supplies; a multitude of things. They can also use it to hire cleaners to clean their facility. The businesses would need to meet the requirements that are listed in the Agreement. The Fund is for only expenses that occurred after March 1st and up through September 30, 2020. Claims have to be submitted by then in order to receive the funds and they can only request one time. **Councilman Vice President Kline** stated there are approximately 220 eligible businesses in the City; based upon the updated business listing, that would qualify for this Program. Once the word gets out, hopefully, all of the eligible businesses will submit some claim under this Program. We are looking at approximately seven months of expenses so the businesses should come up with a considerable amount. **Mayor Gardner** credited Councilman Zegarac and Council Vice President Kline for taking the lead on this Program. **Mayor Gardner** stated that they did a smaller program for the five apartment complexes in the City, to help protect their residents. Unfortunately, to date, the City has 100 cases of COVID-19. The City's and the County's case count has gone down considerably in the last month or so. He fully supports using the funds to help the small businesses. He received word this week, that there is a second round of funds that are being released so there may be some additional money. **Council President Hallum** asked if there if was a plan to advise the businesses regarding this Grant. **Mayor Gardner** stated they could put it on the City's website or if Council would like to draft a letter to send out. He will support however he can help get the word out. He would prefer that it comes from all of the elected leadership in Willoughby Hills and not just one person. **Councilman Jarmuszkiewicz** asked with 200 eligible businesses and \$100,000 that is less than \$500.00 a piece, is it first come, first serve.

Council President Hallum stated that would be a decision the business would have to make, however, as Mayor Gardner mentioned there may be some additional funds that can be appropriated.

Councilman Jarmuszkiewicz stated we can keep a list of the business that were not included in this round.

Council Vice President Kline stated the applications that come in would be date stamped and recorded on the date received. That would be the order in which funds would be assigned. There are to two parts to this, the application form and the proof of documentation. They are hoping the businesses send them in at the same time to expedite the process. **Council President Hallum** stated based on the applications received and the amount approved, that is when we will it cut off if we run out of funds.

Councilman Jarmuszkiewicz asked where does the business obtain the application? **Council President Hallum** stated on the City's website and at City Hall. **Councilwoman Taylor Draper** stated her concern that everyone should get a fair opportunity to learn about it, know that it is there and not miss out. She also agrees with sending a letter to the businesses. **Council President Hallum** stated he agreed. He also agrees with Mayor Gardner having a letter coming from all the elected leaders. Also, having the News Herald do an article. **Mayor Gardner** asked Councilwoman Fellows if she had previous experience with this and the best way to communicate with all the City's businesses. **Councilwoman Fellows** stated she did not believe they ever did anything with all the businesses. **Council Vice President Kline** stated Councilman Zegarac, Gloria Majeski and he discussed having Gloria contact the News Herald and having them publish a story on the passage of the Ordinance and the Program. Councilman Zegarac and he feel that Council should contact the businesses and explain the Program. They will devote as much time as needed; and if other Council members have time they can participate too. **Councilman Jarmuszkiewicz** asked if there would be an advantage to some, if they get the information sooner than others? **Council President Hallum** stated assuming Council passes Ordinance 2020-46, they would get it on the website tomorrow, so they can start completing the application. **Mayor Gardner** stated Council could always amend Ordinance 2020-46 and have it start on September 1, 2020. It would give everyone a chance to put a letter together, post the application on the website, and get the word out. **Council President Hallum** asked what everyone thought? **Councilwoman Taylor Draper** stated she liked the idea. **Councilman Jarmuszkiewicz** stated it would give everyone a fair starting point. **Council President Hallum** stated maybe we could get something in the News Herald over the weekend or possibly on Monday, plus Social Media and the City's website. **Finance Director Brichacek** suggested putting a slide show on the Cable T.V. channel. **Council President Hallum** stated the two-day notification rule was met, but they would have to waive the Three Reading Rule on Ordinance 2020-46 if they wanted to vote on it tonight.

Motion made by Council Vice President Kline, seconded by **Councilwoman Taylor Draper** to waive the Three Readings on **Ordinance 2020-46, Business Economic Relief Fund**.

Discussion: None.

Roll Call: **AYES:** Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper, *Zegarac, and Fellows

NAYS: None

Vote: 7/0

***Council President Hallum** stated that **Councilman Zegarac** put a "yes" sign on his screen.

Motion Carries to waive the Three Reading on Ordinance 2020-46, Business Economic Relief Fund.

Motion made by Councilman Jarmuszkiewicz, seconded by **Council Vice President Kline** to adopt **Ordinance 2020-46, Business Economic Relief Fund**.

Discussion: **Councilwoman Taylor Draper** asked to amend Ordinance 2020-46, to state applications can be submitted beginning September 1, 2020

Motion made by Councilman Jarmuszkiewicz, seconded by Councilwoman Taylor Draper to adopt Ordinance 2020-46, as Amended, with a start date of September 1, 2020.

Motion made by Councilman Jarmuszkiewicz, seconded by Councilwoman Taylor Draper withdraw the initial motion to adopt Ordinance 2020-46, and adopt Ordinance 2020-46 as Amended, with a start date of September 1, 2020.

Council President Hallum stated for the record, we have a single motion on the floor to adopt Ordinance 2020-46, as Amended, including verbiage that states applications can be turned in starting September 1, 2020.

Discussion: None.

**Roll Call: AYES: Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper, *Zegarac, and Fellows
 NAYS: None
 Vote: 7/0**

***Council President Hallum stated that Councilman Zegarac put a “yes” sign on his screen.**

Motion Carries to Adopt Ordinance 2020-46, as Amended, Business Economic Relief Fund.

ADJOURNMENT (Audio: 23:37-24:32)

Motion was made by Councilman Jarmuszkiewicz to adjourn seconded by to Councilman Knecht.

**Roll Call: AYES: Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper, *Zegarac and Fellows
 NAYS: None
 Vote: 7/0**

***Council President Hallum stated that Councilman Zegarac put a “yes” sign on his screen.**

Motion carries to adjourn the meeting of August 27, 2020.


The Regular Council Meeting of August 27, 2020 was adjourned at 7:27 p.m.

APPROVED: _____

Date

ATTEST: _____

Council Clerk



Christopher Hallum
President of Council